



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

Development Services Division

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7822 • Fax (907) 861-8158

Email: permitcenter@matsugov.us

APPLICATION FOR A CONDITIONAL USE PERMIT FOR A COMMERCIAL RACE TRACK FACILITY – MSB 17.63

Fill out form completely. Attach information as required to process your request. Incomplete applications will not be processed.

Application fee must be attached:

_____ \$1,000 for a Commercial Race Track Facility

Prior to the public hearing, the applicant must also pay the mailing and advertising fees associated with the application. Applicants will be provided with a statement of advertising and mailing charges. Payment must be made prior to the application presentation before the Borough Planning Commission.

Required Attachments:

_____ Site plan or as-built drawing prepared by a registered surveyor or professional engineer

_____ Narrative detailing the plan of operation as required by MSB 17.63.020(B)

Subject Property: Township: _____, Range: _____, Section: _____, Meridian: _____

MSB Tax ID # _____

Subdivision: _____ Block(s): _____ Lot(s): _____

Street Address: _____

Facility / Business Name: _____

Ownership *A written authorization by the owner must be attached for an agent or contact person, if the owner is using one for the application. Is authorization attached? Yes No N/A*

Name of Property Owner

Name of Agent/ Contact for application

Mailing: _____

Mailing: _____

Phone: Hm _____ Fax _____

Phone: Hm _____ Fax _____

Work _____ Cell _____

Work _____ Cell _____

E-mail _____

E-mail _____

Site Plan / As-Built – Attach a site plan prepared by a registered surveyor or professional engineer, which clearly shows the following information:	Attached
Proposed and existing structure(s) on the site. Indicate which structure(s) will be used for the proposed use. Dimensions (including height) and locations of all existing and proposed structures on the site in relationship to all property lines.	
Location of the race track itself	
Signage – Existing and Proposed	
Location and dimensions for all access points (pedestrian and vehicular) to and from the site to public rights-of-way or public access easements	
Buffering – Fences, vegetation, topography, berms, and any landscaping	
Drainage	
Vehicular and pedestrian circulation patterns	
Location and dimensions of employee and customer parking areas	
Exterior site lighting	
Location and orientation of public address system and loud speakers	
Scale and north arrow using standard engineering intervals such as 1" = 30', 1" = 50' or similar as required by project size	

Plan of Operation – Attach a plan describing the proposed use in detail sufficient to demonstrate compliance with all applicable borough ordinances, standards, and conditions. At a minimum this submittal shall also include:	Attached
Evidence of compliance with applicable local, state, and federal laws regarding the proposed use.	
A detailed description of all major activity proposed to occur on-site, including motorized race track activity.	
A generalized schedule of events indicating the days and times of day of specific types of races and other uses of the property will occur. Specifically detail hours and days of operation for race days and practice days; as well as the beginning and end of the racing season.	
A description of the security and safety measures proposed to protect spectators, participants, and the public.	
Such other documents, information, and materials as may be required by the planning commission or director of planning.	
A detailed description of the methods to be used to limit, mitigate, and manage the amount of noise generated by race track and other activities. The description shall discuss both vehicular and non-vehicular noise.	
Detail how drainage will be managed to avoid pollution and/or damage.	
Detail how junk, trash, and hazardous material will be managed at the race track site.	
Describe how the operation will maintain compliance with the noise standards of MSB code 17.63 and MSB Code 8.52.	

In order to grant a conditional use permit under MSB 17.63, the Planning Commission must find that each of the following requirements have been met. Explain the following in detail:	Attached
Whether the proposed use, even with mitigation, would be incompatible with and adversely affect surrounding residential neighborhoods.	
Whether the proposed use would adversely affect property values of surrounding areas.	
Whether the proposed use would create unreasonable noise, visual blight, glare, obtrusive advertising, or dust.	
Whether the proposed use would adversely affect the safe and efficient flow of traffic on any highway, arterial, collector, or street from which access to and from the business.	
Whether there are adequate parking facilities to accommodate a reasonably expected increased demand for parking generated by the business.	
The effectiveness of any measures proposed by the applicant to reduce any negative effect upon adjacent neighborhoods by property line buffers and roadway buffers, planted berms, landscaping, lowered building elevation, clustering with other commercial establishments, and use of frontage roads to reduce the number of entries and exits onto highways, arterials, and collectors, and, where surrounding area is predominantly residential in character, site, and building design features that contribute to the residential character of surrounding development.	
Whether the proposed site plans and plan of operations, together with any amendments thereto, are consistent with the purposes of this chapter.	
Whether that the proposed use is compatible with or will not materially detract from the value, character, and integrity of the surrounding area.	
How will the granting the conditional use permit not be harmful to the public health, safety, convenience, and welfare.	
The applicant for a race track must demonstrate that the existing road service to the site is sufficient to facilitate access by patrons and participants without creating an unreasonable negative traffic load or a safety impact to the public rights-of-way and the neighborhoods affected by access to the site. (As a condition of approval, the planning commission may require a traffic impact analysis be prepared by an engineer registered in the state of Alaska and mitigation of negative impact as reported in the traffic impact analysis and may require upgrades and other improvements necessary to minimize negative impact to traffic circulation in the vicinity of the permit site.)	

OWNER'S STATEMENT: I am owner of the following property:

MSB Tax ID#(s) _____ and, I hereby apply for approval of a conditional use permit to operate a commercial race track facility on the property as described in this application.

I understand all activity must be conducted in compliance with all applicable standards of MSB 17.63 and with all other applicable borough, state, and federal laws.

I understand that other rules such as local, state and federal regulations, covenants, plat notes, and deed restrictions may be applicable and other permits or authorization may be required. I understand that the borough may also impose conditions and safeguards designed to protect the public's health, safety and welfare and ensure the compatibility of the use with other adjacent uses.

I understand that it is my responsibility to identify and comply with all applicable rules and conditions, covenants, plat notes, and deed restrictions, including changes that may occur in such requirements.

I grant permission for borough staff members to enter onto the property as needed to process this application and monitor compliance. Such access will at a minimum, be allowed when the activity is occurring or with prior notice, and at other times necessary to monitor compliance.

The information submitted in this application is accurate and complete to the best of my knowledge.

Signature: Property Owner

Printed Name

Date

Signature: Agent

Printed Name

Date